# ICT Preparation book 4th Prim



2024 - 2025

## Teacher's Biography



Name:		
School:		
The educational admin	istration:	
Qualification:		
Teaching Subject:		
Comprehensive Scho	ool:	
The school to which he	e is delegated:	
Date of appointment:		
The job is on the staff		
Teacher Code:		
Mobile Number:		
Teacher	Supervisor	School Principal



### **Daily Class Schedule**

Period Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eighth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

Period Day	First	Second	Third	Fourth	Fifth	Sixth	Seventh	Eighth	Ninth
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									

Teacher	Supervisor	School Principa
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# The specific objectives of computer



- Providing students with the appropriate amount of scientific and basic knowledge and skills related to how to solve problems
- -Develop basic scientific thinking skills
- -Gaining the ability to use technical means, multimedia, and networks and employing them as tools to serve and integrate with different fieldsof study
- -Training students to work in a team by practicing computertechniques
- create Websites and define their properties
- -Developing students' awareness of the importance of technological awareness and cultural communication
- Acquisition of concepts of the principles of designing web pages
- -appreciation of the role played by science and scientists
- -recognize On the suite of Microsoft Office programs
- -Raising students' awareness of the concept of information ethics and the rules of safe use of the Internet
- -It collects data and presents it in an interesting way

Teacher	Supervisor	School Principal

# The specific objectives of computer and information technology



- Identify some technology used to explore the earth.
- Explain the different terms for technology.
- Discuss the history of ICT.
- Discuss How to use Technology in our daily life.
- Explain the main components of a computer system.
- Explain the basic functions of operating systems and software
- Realize the importance of the operating system of a computer
- Explain the definition of assistive technology
- Discusses how technology is improving the lives of people ofdetermination
- Suggest a technology that can contribute to improving the lives of others
- Discuss the problems he has experienced at school or at home.
- Suggest solutions to common ICT problems.
- Explain why technological solutions must match people's lives
- Describe online risks and dangers.
- Explain the importance of keeping personal information privacy.
- Discuss the method of choosing words key to be used in the research
   Online
- Realize the importance of search engines for children
- Define the characteristics of sources reliable online sources.
- Describe reliable sources of information and unreliable online.
- Explain the purpose of Egyptian knowledge bank.
- Describe the role of control management Internet crimes
- Realize importance of creating strong password.
- Discuss the importance of good anti-viruses software.
- Identify an important topic to raise awareness.

Teacher	Supervisor	School Principa



The first axis: lives)	(The role of informat	ion and communication technology in our
1	Lesson 1	Active Explorer
1	Lesson 2	The evolution of technology
_	Lesson 3	Components of computer systems
2	Lesson 4	Software and Operating Systems
	Lesson 5	Supporting people of determination
3	Lesson 6	Common Problems and Solutions
	Lesson 7	collecting, analyzing, and graphing data
4	Lesson 8	Reporting findings
5		eneral review on the first axis
The	e second axis: (Digital	I safety and security precautions)
6	Lesson 1 Ac	ctive Explorer
0		nline dangers and how to be safe
7	Lesson 3 Us	sing ICT tools in a healthy and ethical way
,	Lesson 4 Ho	ow to search online
8	Lesson 5 Ho	ow to check whether information online is ue
	Lesson 6 W	ho can help you with online problems
9	Lesson 7 My	y personal digital safety plan
	Lesson 8 Pr	acticing what you learned
10	Ge	eneral review on the second axis

Teacher	Supervisor	School Principal

## Scope and sequence



#### THEME I The role of ICT in our lives

Essential Question: How can we use technology effectively?

LESSON	TOPICS	SKILLS INTEGRATION	)N	
		Life Skills	Values	Issues and challenges
LESSON I Explorer in Action	How archaeologists use ICF in their jobs and daily life     Technology used to explore the earth	Learning to know: critical thinking; problem solving	Academic values: appreciation of science and scientists	Issues of globalization: technological awareness
LESSON 2 The evolution of technology	The history of ICT How technology is used in our daily life Practice of typing skills	Learning to know: critical thinking; problem solving Learning to be: communication; self-management	Academic values: appreciation of science and scientists; curiosity	Issues of globalization: technological awareness
LESSON 3 Companents of computer systems	The main components of computer systems Input, output and data Different types of computer hardware	Learning to doc collaboration Learning to know: creativity; problem solving	Academic values: perseverance	Issues of globalization: digital citizenship
LESSON 4 Software and operating systems	Operating systems and software     How a computer communicates	Learning to be: communication Learning to know: creativity	Work values: collaboration	Issues of globalization: technological awareness
LESSON 5 Supporting people of determination	Assistive technology     How technology     can improve the lives of people     of determination	Learning to know: creativity Learning to live together: empothy; respect for diversity	Co-existence values: respect; tolerance and acceptance	Non-discrimination issues: discrimination against people with special needs
LESSON 6 Common ICT problems and solutions	Common ICT problems     Solutions to common ICT problems	Learning to know: creativity; problem solving		Issues of globalization: technological awareness
LESSON 7 Collecting, analyzing and graphing data	Digital tools to organize data     Collecting, analyzing and graphing data	Learning to be: communication Learning to live together: participation	Academic values: objectivity	
LESSON 8 Reporting findings	Different ways to communicate electronically	Learning to be: communication Learning to know: creativity; critical thinking	Co-existence values: participation	Issues of globalization: entsepreneurship



#### THEME 2 Digital safety and security precautions

Essential Question: How can you be safe and use reliable sources when online?

LESSON	TOPICS	SKILLS INTEG	RATION	
		Life Skills	Values	Issues and challenges
LESSON I Explorer in Action	How scientists use ICT in their jobs and daily life     How technology can help to communicate information	Learning to know: critical thinking; problem solving	Academic values: appreciation of science and scientists	Health and population issues: therapeutic health
LESSON 2 Online dangers and how to be safe	Online risks and dangers     The importance of keeping personal information private     Staying safe online	Learning to be: communication Learning to know; critical thinking	Personal values: independence	Citizenship issues: awareness of duties and rights
LESSON 3 Using ICT tools in a healthy and ethical way	Posting ordine     Crediting others     Respecting the law     The positive effects of ICT took	Learning to live together: respect for diversity Learning to be: accountability	Co-existence values: respect; tolerance and acceptance	Citizenship issues: legal awareness Non-discrimination issues: discrimination against people with special needs
LESSON 4 How to search online	Safe online searches     Choosing key words for an online search	Learning to be: communication; self-management Learning to know: critical thinking	Personal values: Independence	Issues of globalization: technological awareness
LESSON 5 How to check whether information online is true	Reliable and unreliable online sources     The Egyptian Knowledge Bank	Learning to know: critical thinking	Academic values; curiosity; objectivity	lssues of globalization: digital citizenship
LESSON 6 Who can help you with online problems?	Online bullying and inappropriate content     What to do about unline problems	Learning to do: decision-making Learning to live together; empathy		Citizenship issues: legal awareness Issues of globalization: digital citizenship
LESSON 7 My personal digital safety plan	Identifying and creating strong passwords     The importance of good anti-virus software     Protecting devices from possible online dangers	Learning to know: creativity; critical thinking	Academic values: objectivity	Issues of globalization; technological awateness
LESSON 8 Practicing what you learned	<ul> <li>Researching and presenting a topic safely and effectively</li> </ul>	Learning to do: collaboration	Co-existence values: participation Personal values: independence	Issues of globalization: technological awareness

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First Axis(The role of ICT in our lives)
Lesson 1: The Active Explorer Albert Lin

Lesson objectives: By the end of this lesson the student will be able to:

- Identify some ICT tools used to explore the earth.
- Explain the different terms for technology.
- Describe how technology can be used to search for things under the ground Brainstorming dialogue and discussion cooperative learning Electronic board- introductory video by Albert Lin

Strategy: Teaching aids: Warm Up:

What are the different types of technology that can be used in Earth exploration?

Warm op :	vviiat are the uni	erent types of technology	y that can be used in	Latti exploration:
	 [ [	Lesson Presentat	ion	
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First Axis(The role of ICT in our lives)
Lesson 2: The evolution of technology

Lesson objectives: By the end of this lesson the student will be able to:

- Discuss the history of ICT.
- Discuss How to use Technology in our daily life.
- -Improve his typing speed.

Strategy: Teaching aids: Warm Up: Dialogue and discussion - practical training

- Electronic whiteboard-presentation-Wordprogram - video

How can you record information?

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<b>Evaluation:</b>		

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First Axis(The role of ICT in our lives)
Lesson 3: Components of computer system

Lesson objectives: By the end of this lesson the student will be able to:

- Explain the main components of a computer system.
- Identify the concept of input, output, and data
- Describe different types of computer hardware.

Strategy: Teaching aids: Dialogue and discussion - practical training

Electronic board - - presentation - cards for computer components

what are the shapes of computer?

Warm Up: **Lesson Presentation Evaluation:** 

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First Axis(The role of ICT in our lives)
Lesson 4: Software and operating system

Lesson objectives: By the end of this lesson the student will be able to:

- Explain the basic functions of operating systems and software
- Differentiate between hardware and software
- Realize the importance of the operating system of a computer

Strategy:

Brainstorming - dialogue and discussion - Practical training

**Teaching aids:** - Electronic board - video- presentation

Warm Up: How does the computer communicate with you and carry out your orders?

	Lesson Presentation	
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First Axis(The role of ICT in our lives)
Lesson 5: Supporting people of determination

Lesson objectives: By the end of this lesson the student will be able to:

- Explain the definition of assistive technology
- Discuss how technology is improving the lives of people of determination
- Suggest a technology that can contribute to improving the lives of others

**Strategy:** Critical thinking - Active learning

Teaching aids: Warm Up:

- Electronic board - video- presentation

How can technology help people with determination?

**Evaluation:** الفصل الدراسي الأول اعداد وتصميم/ جروب فريق أصدقاء الكمبيوتر المتخصص

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First Axis(The role of ICT in our lives)
Lesson 6: Common Problems and Solutions

Lesson objectives: By the end of this lesson the student will be able to:

- Discuss the problems he has experienced at school or at home.
- Discuss how people experience problems with technology.
- Suggest solutions to common ICT problems.

Strategy: Teaching aids:

Problem solving - dialogue and discussion - cooperative learning

**eaching aids:** - Electronic board - video- presentation

Warm Up: What ICT problems have you experienced at school or at home?

[	<b>Lesson Presentation</b>	
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First Axis(The role of ICT in our lives)
Lesson 7: Software and operating system

Lesson objectives: By the end of this lesson the student will be able to:

- Define the digital tools can be Used to organize that data.
- Present information about an students issue by collecting, analyzing, and graphics graphing data.
- Discuses with his classmates Common problems for students

Cooperative learning - dialogue and discussion - Practical Training

Strategy: Teaching aids: Warm Up:

- Electronic board - Presentation - boards and pens How can digital tools help you organize information?

**Evaluation:** 

Date			
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First Axis(The role of ICT in our lives)
Lesson 8: Preparing reports for research

Lesson objectives: By the end of this lesson the student will be able to:

- Discuses different ways of communicate electronically.
- Explains how to use different types of technology to communicate with others.
- Communicates electronically with colleague's e and teachers.

Strategy: Teaching aids:

Dialogue and discussion - Practical training - critical thinking

**Electronic board- Presentation panels** 

Warm Up: Why is it important to be able to communicate electronically with others?

	Lesson Presentation	- : ! ;
<b>Evaluation:</b>		

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Review on First Axisarch (The role of ICT in our lives)

**Lesson objectives:** By the end of this lesson the student will be able to:

- Identify some of the technology tools used in earth exploration
- Explain how to use different tools technology to communicate with others
- Practicing some skills in dealing with computer and internet problems

Strategy: Teaching aids:

Brainstorming - dialogue and discussion - cooperative learning

Electronic board -

Warm Up: After what you learned in the first axis How can we use information and

communication technology effectively?

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<b>Evaluation:</b>		

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# **Second Axis**



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**Second Axis**(Digital safety and security precautions) **Lesson 1: Active Explorer (Annika Olah)** 

Lesson objectives: By the end of this lesson the student will be able to:

- -Talk about the importance of the Internet.
- Describe how technology is used to communicate with others
- Explain why technological solutions must match people's lives Brainstorming - dialogue and discussion - Practical training

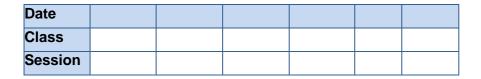
**Strategy: Teaching aids:** 

- Electronic board - video- presentation

How can the Internet help you discover more information?

Warm Up: **Evaluation:** 

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Second Axis(Digital safety and security precautions) Lesson 2: Online dangers and how to be safe

Lesson objectives: By the end of this lesson the student will be able to:

- Describe online risks and dangers.
- Explain the importance of keeping personal information privacy.
- Discuss ways to be safe while online.

**Strategy:** Brainstorming - dialogue and discussion

**Teaching aids: Electronic board- presentation** 

Warm Up: What do you already do to stay safe online?

**Evaluation:** 

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Second Axis(Digital safety and security precautions)
Lesson 3: Using ICT tools in a healthy and ethical way

Lesson objectives: By the end of this lesson the student will be able to:

- Discuss communicating positive messages online.
- Explain what it means to use ICT tools ethically.
- Explain the posi tive and negative effects of ICT tools .

Strategy: Teaching aids: Warm Up: Cooperative learning - Dialogue and discussion - Peer learning

Electronic whiteboard - presentation - video

What important message would you like to share online?

	esson Presentation	`. ! ;
<b>Evaluation:</b>		

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**Second Axis**(Digital safety and security precautions) **Lesson 4: How to search online** 

**Lesson objectives:** By the end of this lesson the student will be able to:

- Explain how to use browsers to search safely and correctly.
- Discuss the method of choosing words key to be used in the research Online
- Realize the importance of search engines for children

**Strategy:** Practical training - dialogue and discussion - critical thinking Electronic board - textbook - presentation

**Teaching aids:** 

Warm Up :	Do you always find the information youneed when you search?
	Lesson Presentation
<b>Evaluation</b> :	

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Second Axis(Digital safety and security precautions)
Lesson 5: Reliable and unreliable resources

Lesson objectives: By the end of this lesson the student will be able to:

- Define the characteristics of sources reliable online sources.
- Describe reliable sources of information and unreliable online .
- Explain the purpose of Egyptian knowledge bank.

Strategy: Teaching aids: Warm Up: Brainstorming - dialogue and discussion - active learning - role playing

Electronic whiteboard - textbook - presentation - video

How do you know whether the information you find online is true?

**Evaluation:** 

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**Second Axis**(Digital safety and security precautions) Lesson 6: Who can help you with online

Lesson objectives: By the end of this lesson the student will be able to:

- Explain common online problems.
- Determine who can help him with online problems.
- Describe the role of control management Internet crimes

Strategy: Brainstorming - dialogue and discussion

Teaching aids:

- Electronic board - presentation

Warm Up: If someone unkind you online who would you tell? **Evaluation:** 

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**Second Axis**(Digital safety and security precautions) **Lesson 7**: Who can help you with online problems

Lesson objectives: By the end of this lesson the student will be able to:

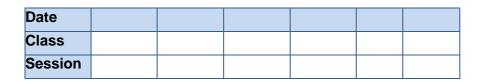
**Electronic board - presentation** 

- Realize importance of creating strong password.
- Discuss The importance of good anti-viruses software.
- Explain Ways to protect devices from Potential dangers online. Dialogue and discussion - critical thinking - cooperative learning

**Strategy: Teaching aids:** Warm Up:

Why is it important to have a strong password?

**Evaluation:** 





SecondAxis(Digital safety and security precautions)
Lesson 8 : Practicing what you learned

Lesson objectives: By the end of this lesson the student will be able to:

-Discuss topics that he would like to research on with his colleagues

- Identify an important topic to raise awareness.

- Choose a suitable presentation tool.

Strategy: Brainstorming - dialogue and discussion - practical training - cooperative learning

Teaching aids: Electronic board- PowerPoint

Warm Up: What topic would you like to research?

<b>Lesson Presentation</b>	
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**Review on second Axis** (Digital safety and security precautions)

Lesson objectives: By the end of this lesson the student will be able to:

- Mention the different types of sources that can be used for Internet research
- knows a role Search engines and advanced search tools in online search
- Acquiring the skill of solving some technological problems

**Strategy:** 

Brainstorming - dialogue and discussion - practical training - cooperative learning

Teaching aids: Electronic board -

Warm Up:

How do you keep yourself safe Use reliable and secure sources While searching on the

internet?	
	<b>Lesson Presentation</b>
<b>Evaluation:</b>	

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